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ABSTRACT

This document lists minimum qualifications for California community college faculty and administrative positions. The list guides these education professionals in determining the academic requirements in their field, for both disciplines requiring a master's degree and disciplines in which a master's degree is not generally expected or available. According to Title 5 regulations, the following rules exist for all disciplines regardless of the required qualifications: (1) degrees and credits generally must be from accredited institutions; (2) an occupational license or certificate is required in certain instances; and (3) a district may hire a person who possesses qualifications different from, but equivalent to, those listed on the disciplines list, according to criteria and procedures agreed upon by the governing board and the academic senate. Seventy-two disciplines requiring a master's degree are listed alphabetically, from accounting to women's studies, with specific qualifications noted for each. Disciplines in which the master's degree is not generally expected or available require a minimum qualification of any bachelor's degree and two years of experience, or any associate degree and six years of experience. More than 100 of these disciplines are listed alphabetically, ranging from addiction paraprofessional training to welding. Both of these lists, used to implement the minimum qualifications for credit instructors and counselors, were prepared and reviewed primarily by the Academic Senate for California Community Colleges. (AS)

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Minimum Qualifications for Faculty and Administrators in California Community Colleges

Third Edition

Academic Senate for Community Colleges

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MINIMUM QUALIFICATIONS FOR FACULTY AND ADMINISTRATORS IN CALIFORNIA COMMUNITY COLLEGES

The Academic Senate for California Community Colleges

Approved by the Board of Governors California Community Colleges

Third Edition

September 1996

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Disciplines Requiring the Master's Degree

These disciplines lists must be used in conjunction with the Board of Governors' minimum qualifications regulations (Title 5, Sections 53400-430). A few of the applicable rules specified in Title 5 are:

- Degrees and credits generally must be from accredited institutions (Section 53406).
- An occupational license or certificate is required in certain instances (Section 53417).
- A district may hire a person who possesses qualifications different from, but equivalent to, those listed on the disciplines list, according to criteria and procedures agreed upon by the governing board and the academic senate (Section 53430).

Title 5 regulations also specify minimum qualifications for additional faculty members, including health services professionals, noncredit instructors, apprenticeship instructors, DSPS personnel, EOPS personnel, learning assistance and tutoring coordinators, and work experience coordinators.

Whenever this list mentions a master's degree, any degree beyond the master's would also satisfy that qualification.

Under each of the disciplines below, the phrase "OR the equivalent" refers to the possibility of hiring faculty who do not possess the exact degrees listed, under a local process developed and agreed upon by representatives of the governing board and the academic senate, as provided for in *Education Code* Section 87359 and Title 5 Section 53430.

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Accounting:

Master's in accountancy or business administration with accounting concentration OR Bachelor's in business with accounting emphasis or business administration with accounting emphasis or economics with an accounting emphasis AND Master's in business, business education, taxation, or finance OR The equivalent

(NOTE: A bachelor's degree with a CPA license is an alternative qualification for this discipline, pursuant to Title 5, Section 53410.1.)

Agriculture:

Master's in agriculture, agriculture sciences or education with a specialization in agriculture OR Bachelor's in any of the above AND Master's in agriculture business, natural resources, animal science, plant science, soil science, forestry, pomology, agricultural engineering, environmental horticulture, agronomy, or ecology OR The equivalent

Anthropology:

Master's in anthropology or archaeology OR Bachelor's in either of the above AND Master's in sociology, biological sciences, forensic sciences, genetics or paleontology OR The equivalent

Art:

Master's in fine arts, art, or art history OR Bachelor's in any of the above AND Master's in humanities OR The equivalent

(NOTE: "Master's in fine arts" as used here refers to any master's degree in the subject matter of fine arts, which is defined to include visual studio arts such as drawing, painting, sculpture, print making, ceramics, textiles, and metal and jewelry art; and also art education and art therapy. It does not refer to the "Master of Fine Arts" (M.F.A.) degree when that degree is based on specialization in performing arts or dance, film, video, photography, creative writing, or other nonplastic arts.)

Astronomy: See Physics/Astronomy

Biological Sciences:

Master's in any biological science OR Bachelor's in any biological science AND Master's in biochemistry, biophysics, or marine science OR The equivalent

Business:

Master's in business, business management, business administration, accountancy, finance, marketing, or business education OR Bachelor's in any of the above AND Master's in economics, personnel management, public administration, or JD or LL.B. degree OR Bachelor's in economics with a business emphasis AND Master's in personnel management, public administration, or JD or LL.B. degree OR The equivalent

Business Education:

Master's in business, business administration, or business education OR Bachelor's in any of the above AND Master's in vocational education OR The equivalent

Chemistry:

Master's in chemistry OR Bachelor's in chemistry AND Master's in biochemistry, chemical engineering, chemical physics, physics, molecular biology, or geochemistry OR The equivalent

Child Development/Early Childhood Education:

Master's in child development, early childhood education, human development, home economics/family and consumer studies with a specialization in child development/early childhood education, educational psychology with a specialization in child development/early childhood education OR Bachelor's in any of the above AND Master's in social work, educational supervision, elementary education, special education, psychology, bilingual/bicultural education, life management/home economics, family life studies, or family and consumer studies OR The equivalent

Computer Science:

Master's in computer science or computer engineering OR Bachelor's in either of the above AND Master's in mathematics, cybernetics, business administration, accounting, or engineering OR Bachelor's in engineering AND Master's in cybernetics, engineering, mathematics, or business administration OR Bachelor's in mathematics AND Master's in cybernetics, engineering, mathematics, or business administration OR The equivalent

(NOTE: Courses in the use of computer programs for application to a particular discipline may be classified, for minimum qualifications purposes, under the discipline of the application.)

Counseling:

Master's in counseling, rehabilitation counseling, clinical psychology, counseling psychology, guidance counseling, educational counseling, social work, or career development, OR The equivalent

(NOTE: A license as a Marriage, Family, and Child Counselor is an alternative qualification for this discipline, pursuant to Title 5, Section 53410.1.)

Dance:

Master's in dance, physical education with a dance emphasis, or theater with dance emphasis OR Bachelor's in any of the above AND Master's in physical education, any life science, physiology, theater arts, kinesiology, humanities, performing arts, or music OR The equivalent

Dietetics: See Nutritional Science/Dietetics

Drama/Theater Arts:

Master's in drama/theater arts/performance OR Bachelor's in drama/theater arts/performance AND Master's in comparative literature, English, speech, literature, or humanities OR The equivalent

Earth Science:

Master's in geology, geophysics, earth sciences, meteorology, oceanography, or paleontology OR Bachelor's in geology AND Master's in geography, physics, or geochemistry OR The equivalent

Ecology:

Master's in ecology or environmental studies OR The equivalent OR See Interdisciplinary Studies

Economics:

Master's in economics OR Bachelor's in economics AND Master's in business, business administration, business management, business education, finance, or political science OR The equivalent

Education:

Master's in education OR The equivalent

Engineering:

Master's in any field of engineering OR Bachelor's in any of the above AND Master's in mathematics, physics, computer science, chemistry, or geology OR The equivalent

(NOTE: A bachelor's in any field of engineering with a professional engineer's license is an alternative qualification for this discipline, pursuant to Title 5, Section 53410.1.)

Engineering Technology:

Master's in any field of engineering technology or engineering OR Bachelor's in either of the above AND Master's in physics, mathematics, computer science, biological science, or chemistry OR The equivalent

English:

Master's in English, literature, comparative literature, or composition OR Bachelor's in any of the above AND Master's in linguistics, creative writing, or journalism OR The equivalent

ESL:

Master's in TESL, TESOL, applied linguistics with a TESL emphasis, linguistics with a TESL emphasis, English with a TESL emphasis, or education with a TESL emphasis OR Bachelor's in TESL, TESOL, English with a TESL certificate, linguistics with a TESL certificate, applied linguistics with a TESL certificate, or any foreign language with a TESL certificate AND Master's in linguistics, applied linguistics, English, composition, bilingual/bicultural studies, reading, speech, or any foreign language OR The equivalent

Ethnic Studies:

Master's in the ethnic studies field OR The equivalent OR See Interdisciplinary Studies

Family and Consumer Studies/Home Economics:

Master's in family and consumer studies, life management/home economics, or home economics education OR Bachelor's in any of the above AND Master's in child development, early childhood education, human development, gerontology, fashion, clothing and textiles, housing/interior design, foods/nutrition, or dietetics and food administration OR The equivalent

Foreign Languages:

Master's in the language being taught OR Bachelor's in the language being taught AND Master's in another language or linguistics OR The equivalent

Geography:

Master's in geography OR Bachelor's in geography AND Master's in geology, history, meteorology, or oceanography OR The equivalent OR See Interdisciplinary Studies

Gerontology:

Master's in gerontology OR The equivalent OR See Interdisciplinary Studies

Health:

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Master's in health science, health education, biology, nursing, physical education, dietetics, or nutrition OR Bachelor's in any of the above AND Master's in public health, or any biological science OR The equivalent

Health Services Director/Health Services Coordinator/College Nurse:

(Minimum qualifications for these faculty members are specified in Title 5, Section 53411.)

History:

Master's in history OR Bachelor's in history AND Master's in political science, humanities, geography, area studies, women's studies, social science, or ethnic studies OR The equivalent

Humanities:

Master's in humanities OR The equivalent OR See Interdisciplinary Studies

Instructional Design/Technology:

Master's in instructional design/technology OR The equivalent

Interdisciplinary Studies:

Master's in the interdisciplinary area OR Master's in one of the disciplines included in the interdisciplinary area and upper division or graduate course work in at least one other constituent discipline

Journalism:

Master's in journalism or communication with a specialization in journalism OR Bachelor's in either of the above AND master's in English, history, communication, literature, composition, comparative literature, any social science, business, business administration, marketing, graphics, or photography OR The equivalent

Law:

JD or LL.B. *(NOTE: Courses in aspects of law for application to a particular discipline may be classified, for minimum qualifications purposes, in the discipline of the application.)*

Learning Assistance Instructors:

(Minimum qualifications for these faculty members are specified in Title 5, Section 53415.)

Library Science:

Master's in library science, library and information science OR The equivalent

Linguistics:

Master's in linguistics or applied linguistics OR Bachelor's in linguistics AND Master's in TESOL, anthropology, psychology, sociology, English, or any foreign language OR The equivalent

Management:

Master's in business administration, business management, business education, marketing, public administration, or finance OR Bachelor's in any of the above AND Master's in economics, accountancy, taxation, or law OR The equivalent

Marketing:

Master's in business administration, business management, business education, marketing, advertising, or finance OR Bachelor's in any of the above AND Master's in economics, accountancy, taxation, or law OR The equivalent

Mass Communication:

Master's in radio, television, film, mass communication, or journalism OR Bachelor's in any of the above AND Master's in drama/theater arts, communication, speech communication, business, or telecommunications, or English OR The equivalent

Mathematics:

Master's in mathematics or applied mathematics OR Bachelor's in either of the above AND Master's in statistics, physics, or mathematics education OR The equivalent

Music:

Master's in music OR Bachelor's in music AND Master's in humanities OR The equivalent

Nursing:

Master's in nursing OR Bachelor's in nursing AND Master's in health education or health science OR The equivalent OR The minimum qualifications as set by the Board of Registered Nursing, whichever is higher

Nutritional Science/Dietetics:

Master's in nutrition, dietetics, or dietetics and food administration OR Bachelor's in any of the above AND Master's in chemistry, public health, or family and consumer studies/home economics OR The equivalent

(NOTE: A bachelor's in nutrition, dietetics, or dietetics and food administration, and certification as a registered dietitian, is an alternative qualification for this discipline, pursuant to Title 5, Section 53410.1.)

Philosophy:

Master's in philosophy OR Bachelor's in philosophy AND Master's in humanities or religious studies OR The equivalent

Photography:

Master's in photography, fine arts, or art OR Bachelor's in any of the above AND Master's in art history or humanities OR The equivalent

Physical Education:

Master's in physical education or education with an emphasis in physical education, kinesiology, physiology of exercise, or adaptive physical education OR Bachelor's in either of the above AND Master's in any life science, dance, physiology, health education, recreation administration, kinesiology, or physical therapy OR The equivalent

Physical Sciences: See Interdisciplinary Studies

Physics/Astronomy:

Master's in physics, astronomy, or astrophysics OR Bachelor's in physics or astronomy AND Master's in engineering, mathematics, meteorology, or geophysics OR The equivalent

Political Science:

Master's in political science, government, public administration or international relations OR Bachelor's in any of the above AND Master's in economics, history, social science, sociology, any ethnic studies, JD, or LL.B. OR The equivalent

Psychology:

Master's in psychology OR Bachelor's in psychology AND Master's in counseling, sociology, statistics, neuroscience, or psychiatric social work OR The equivalent

Reading:

Master's in education with a specialization in reading or teaching reading OR Bachelor's in any academic discipline AND twelve semester units of course work in teaching reading AND Master's in English, literature, linguistics, applied linguistics, composition, comparative literature, TESL, or psychology OR The equivalent

Recreation Administration:

Master's in recreation administration or physical education OR Bachelor's in either of the above AND Master's in dance, gerontology, or public administration, OR The equivalent

Religious Studies:

Master's in religious studies, theology, or philosophy OR Bachelor's in any of the above AND Master's in humanities OR The equivalent

Social Science:

Master's in social science OR See Interdisciplinary Studies

Sociology:

Master's in sociology OR Bachelor's in sociology AND Master's in anthropology, any ethnic studies, social work, or psychology OR The equivalent

Special Education:

(Minimum qualification for these faculty members are specified in Title 5, Section 53414.)

Speech:

Master's in speech, speech broadcasting, telecommunications, rhetoric, communication, speech communication, or organizational communication OR Bachelor's in any of the above AND Master's in drama/theater arts, mass communication, or English OR The equivalent

Theater Arts: See Drama/Theater Arts

Women's Studies:

Master's in women's studies OR The equivalent OR See Interdisciplinary Studies

Disciplines in Which the Master's Degree is

Not Generally Expected or Available

The minimum qualifications for disciplines on this list are any bachelor's degree and two years of experience, or any associate degree and six years of experience. Please see other notes at the beginning of "Disciplines Requiring the Master's Degree."

The list of "areas also included in the discipline" is not exhaustive. Only those areas are included for which it might not be clear otherwise whether they were intended to be included.

Discipline *(Areas also included in the discipline appear in italics.)*

Addiction paraprofessional training

Administration of justice *(Police science, corrections, law enforcement)*

Aeronautics *(Airframe and power plant, aircraft mechanics, aeronautical engineering technician, avionics)*

Agricultural business and related services *(Inspection, pest control, food processing/meat cutting)*

Agricultural engineering *(Equipment and machinery, farm mechanics)*

Agricultural production *(Animal science, plant science, beekeeping, aquaculture)*

Air conditioning, refrigeration, heating *(Solar energy technician)*

Animal health technology

Animal training and management *(Exotic animal training)*

Appliance repair *(Vending machines)*

Archaeological technology

Architecture

Athletic training *(Note: This discipline listing applies only to instructors teaching apportionment generating corses in the subject of athletic training. Non-apportionment-generating athletic training activity is not subject to minimum qualification.)*

Auto body technology *(Antique and classic auto restoration)*

Auto mechanics

Aviation *(Flight, navigation, ground school, air traffic control)*

Banking and finance

Barbering

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Bicycle repair

Bookbinding

Broadcasting technology *(Film making/video, media production, radio/TV)*

Building codes and regulations *(Inspecting of construction, building codes, contractor training)*

Building maintenance

Business machine technology

Cabinetmaking

Cardiovascular technology

Carpentry

Coaching

Commercial art *(Sign making, lettering, packaging, rendering)*

Commercial music

Ceramic technology

Computer information systems *(Computer network installation, microcomputer technology, computer applications)*

Computer service technology

Construction management

Construction technology

Cosmetology

Court interpreting

Court reporting

Culinary arts/food technology *(Food service, meat cutting, baking, waiter/waitressing, bartending)*

Dental technology *(Dental assisting, dental hygiene)*

Diagnostic medical technology *(Diagnostic medical sonography, neurodiagnostic technology, polysonographic technology)*

Diesel mechanics

Dietetic technician

Drafting

Electricity *(Electrical power distribution)*

Electromechanical technology (*Industrial mechanical technology)*

Electronics *(Avionics)*

Electronics technology *(Radio, television, computer repair, avionics)*

Electromicroscopy

Electroplating

Emergency medical technologies

Engineering support *(Surveying, engineering aids)*

Environmental technologies *(Environmental hazardous material technology, hazardous material abatement, environmentally conscious manufacturing, waste water pretreatment, air pollution control technology, integrated waste management, water treatment, sewage treatment)*

Equine science *(Equine training, equitation, ferrier science, pack horse management)*

Estimating

Fabric Care *(Laundry and dry cleaning)*

Fashion and related technologies *(Merchandising, design, production)*

Fire technology

Flight attendant training

Fluid mechanics technology

Folk dance

Forestry/natural resources *(Range management, soil, air and water resources; fish/wildlife management; parks and recreation)*

Furniture making

Graphic arts *(Desktop publishing)*

Gunsmithing

Health care ancillaries *(Medical assisting, hospice worker, home care aide, certified nurse aide, health aide, ward clerk, central service technology, childbirth educator, primary care associate, massage therapy)*

Health information technology *(Medical record technology)*

Heavy duty equipment mechanics

Hotel and motel services

Industrial design

Industrial maintenance

Industrial relations

Industrial safety

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Industrial technology *(Foundry occupations)*

Insurance

Interior design

Janitorial services

Jewelry

Labor relations

Legal assisting *(Paralegal)*

Library technology

Licensed vocational nursing

Locksmithing

Machine tool technology *(Tool and die making)*

Manufacturing technology *(Quality control, process control)*

Marine diving technology

Marine engine technology

Masonry *(Concrete, cement work, bricklaying)*

Materials testing technology *(Destructive testing or nondestructive examination)*

Media production *(Also see Broadcasting technology)*

Medical instrument repair

Mining and metallurgy *(Oil field operations)*

Mortuary science

Motorcycle repair

Music management

Music merchandizing

Musical instrument repair

Nursing science: clinical practice

Occupational therapy assisting

Office technologies *(Secretarial skills, office systems, word processing, computer applications, automated office training)*

Ornamental horticulture *(Landscape horticulture, design, maintenance, landscape architecture, floristry,*

floral design)

Pharmacy technology

Photographic technology/commercial photography

Physical therapy assisting

Piano tuning and repair

Plastics

Plumbing

Printing technology *(Typography, composition, printing)*

Private security *(Security management, safety/accident control, hazardous substance management, crime prevention)*

Prosthetics and orthotics

Psychiatric technician

Public relations

Radiologic technology

Radiation therapy

Real estate

Rehabilitation technician

Radiation therapy

Real estate

Rehabilitation technician

Respiratory technician

Respiratory technologies

Restaurant management

Retailing *(Purchasing, merchandising, sales)*

Robotics *(Computer integrated manufacturing)*

Sanitation and public health technology

Search and rescue

Sheet metal

Ship and boat building and repair

Shoe rebuilding

Sign language

Small business development *(Entrepreneurship)*

Small engine mechanics

Stagecraft

Steamfitting

Surgical technology

Telecommunication technology

Transportation *(Dispatching)*

Travel services

Upholstering

Vision care technology

Watch and clock repair

Welding

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